

# INFORMATION NOTICE

## WORKFORCE SERVICES

Number: WSIN10-33

Date: January 13, 2011  
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TO: WORKFORCE DEVELOPMENT COMMUNITY

SUBJECT: TRIAL PERIOD FOR CTB STREAMLINE PHASE III

The purpose of this Information Notice is to announce the implementation of a trial period for Phase III of the California Training Benefits (CTB) Streamline process. This phase includes claimants who are attending school or training which was self-arranged or authorized by program representatives of the Employment Training Panel or California Work Opportunities and Responsibilities to Kids state programs. Phase I included claimants attending training authorized under the Workforce Investment Act and Phase II included claimants attending training under the Trade Act of 1974. Phase III of the streamline process is being rolled out on a trial basis due to the complexity of the new process for CTB.

During this trial period from December 30, 2010, through the end of January 2011, a limited number of claimants (first 250 claimants who meet the criteria) will be mailed a new multipage form requesting school and training information within 10 days.

The goal of this CTB Streamline process is to expedite claimant eligibility by obtaining the school or training information and proof of enrollment from the claimant, without contacting the claimant or training provider by telephone. The trial period provides the Unemployment Insurance (UI) Branch an opportunity to evaluate the effectiveness of the new multipage form and the process.

Claimants have the option to fax the requested information to the Employment Development Department's UI Branch, and as a result, may visit One-Stop Career Center locations requesting the use of a fax machine. The UI fax number is listed on the claimant's multipage form. Please accommodate these trial period claimants with their fax requests.

If you have any questions, please contact Brett Braidman at (916) 654-6111.

/S/ MICHAEL EVASHENK, Chief  
Workforce Services Division